

Subject: Kellogg Capacity One Sheet
To: Claire Hertz, Deputy Superintendent
From: Dana White, Director Planning & Real Estate
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KELLOGG MS STUDENT CAPACITY

The purpose of this memo is to outline both the physical and functional capacity calculations as we apply these metrics to schools, in this case specifically our new Kellogg Middle School. It is of critical importance to note the difference as it relates to the viability of providing appropriate educational and support services to our students.

The basis for the following capacity calculation is the size and number of classrooms¹. Classrooms between 500 - 800 square feet are assigned 24 students; classrooms between 800 - 1000 square feet are assigned 27 students; classrooms above 1000 square feet are assigned 30 students. See table 1 for a distribution summary of the classrooms at Kellogg MS. These numbers include 25 general classrooms, six science classrooms, one art classroom, and one music classroom, as well as one gym, noted separately below.

TABLE 1 - SUMMARY OF KELLOGG MS CLASSROOMS

CLASSROOMS					
Small	Medium	Large	Modulars	Gyms	Total Rooms
0	25	8	0	1	34

Given the student station allocations described above, the gross capacity of Kellogg is 945 students. In essence this would mean every room is utilized at maximum capacity every hour of every day which while physically possible is not functional. In the District's utilization model, gross capacity is further refined based on targeted reductions for special education classrooms (among others) and broadly reduced based on a utilization factor - in the case of Kellogg and other modernized middle and high schools, 85%. Utilization factors are applied to broadly account for underutilized classrooms during one or more periods per day, often due to scheduling issues, as well as space for community partners, restorative justice, and other important initiatives. In sum, middle and high schools are considered full at 85% of their physical capacity.

Regarding the special education reductions: Kellogg is anticipated to support three focus classrooms. Optimal capacity for these classrooms is 12 students; as such, reducing the gross capacity by 45 student stations (three classrooms reduced by fifteen student stations at each) approximates the reduced capacity of this program.

Gross capacity, once refined by targeted reductions and with a utilization rate applied, becomes the school's *functional capacity*. See table 2 below for the sequence of student station reductions applied to Kellogg with the resulting functional capacity.

¹ See [SCHOOL UTILIZATION BACKGROUND & METHODOLOGY](#) for further details.

TABLE 2 - SUMMARY OF KELLOGG MS CLASSROOM REDUCTIONS

CAPACITY REDUCTIONS			
Gross Capacity	Focus Program Reductions	Utilization Rate	Functional Capacity
945	45	85%	765

Functional Capacity is the District's primary indicator of the number of students supported by a given building. The average functional capacity for middle schools across the District is 733 student stations and at Kellogg Middle School it is 765.